

MINUTES OF THE CITIZENS' CHARTER REVIEW COMMISSION  
SEPTEMBER 7, 2011

STATE OF TEXAS           §  
                                     §  
COUNTY OF BRAZOS       §

**Present:**

Brian Bochner, absent  
Terry Childers, absent  
Chuck Ellison  
Patrick Gendron, arrived during discussion on item #5  
Paul Greer  
Gary Halter, absent  
Tony Jones  
Lynn McIlhaney  
Buck Prewitt

**City Staff:**

Carla Robinson, City Attorney  
Sherry Mashburn, City Secretary

**1. Call to Order and Announce a Quorum is Present**

With a quorum present, the Citizens' Charter Review Commission was called to order by Chair Lynn McIlhaney at 4:01 p.m. on Wednesday, September 7, 2011 in the City Council Chambers of the City of College Station City Hall, 1101 Texas Avenue, College Station, Texas 77842.

**2. Hear Visitors**

There were no citizen comments.

**3. Presentation, possible action, and discussion on minutes for August 3, 2011 Regular Meeting.**

**MOTION:** Upon a motion made by Commissioner Ellison and a second by Commissioner Prewitt, the Commission voted five (5) for and none (0) opposed, with Commissioner Gendron not present, to approve the minutes of the August 3, 2011 Regular Meeting. The motion carried unanimously.

**4. Presentation, possible action, and discussion on recommendations to educate the public on the Charter Amendment Election to be held November 8, 2011.**

Colin Killian, with the Public Communications Office, reported the City does not have funds budgeted for this, and the City is restricted in how public dollars may be spent. He emphasized that the City cannot spend public dollars to advocate a position. Communications plans to utilize free channels such as the communication letter that will go out with utility billing. There are other free avenues such as the public access email newsletter, social media, City website, etc. Op ed pieces will also be placed in local papers.

**5. Presentation, discussion and possible action on the attached Plan of Work, any items on the Plan of work, and possible criteria to be used in order to add items to the Plan of Work.**

The City Attorney was asked to update the Plan of Work for the new extended timeline.

**6. Discussion and possible action on future agenda items.**

Due to the extended time line, the Commission agreed to meet on October 5 to discuss the changes already reviewed and approved on the Plan of Work. The City Secretary was instructed to provide a working document with those changes. The City Attorney was instructed to review the Charter for recommended legal changes and to provide those to the Commission for consideration at the October 5 meeting.

Other items requested for the next agenda include: discussion on new meeting dates/times or possible suspension until January 2012, and a review and discussion on the education materials provided by the Public Communications Office.

**7. Adjournment**

**MOTION:** Upon a motion made by Commissioner Prewitt and a second by Commissioner Ellison, the Commission voted six (6) for and none (0) opposed, to adjourn the Regular Meeting of the Citizens Charter Review Advisory Commission at 4:54 p.m. on Wednesday, September 7, 2011. The motion carried unanimously.

  
Chair

ATTEST:

  
City Secretary